

	<b>INDIANA DEPARTMENT OF CHILD SERVICES CHILD WELFARE MANUAL</b>	
	<b>Chapter 10:</b> Adoption/Permanency	<b>Effective Date:</b> August 1, 2008
	<b>Section 11:</b> Child Social Summary	<b>Version:</b> 1

## POLICY

**OLD POLICY: 706.2, 714.12**

The Indiana Department of Child Services (DCS) will complete a child social summary for every child in out-of-home care with a permanency plan of adoption within 30 days of filing a petition for termination of parental rights (TPR).

DCS will provide the prospective adoptive parents with the child's social summary; in an effort to assure that the prospective adoptive parents are aware of and able to provide for the child's needs.

### Code References

[IC 31-19-17: Preparation of Adoption History for Adoptive Parents](#)

## PROCEDURE

The Family Case Manager (FCM) will:

1. Gather the following:
  - a. All available social, educational, psychological, medical and genetic information;
  - b. Information about the child's strengths, likes/dislikes, needs, current life style, behavior patterns; and
  - c. Any known expectations for future development and functioning of the child, if the child has any physical, development or psychological challenges.
2. Complete the child social summary annually if necessary or until adoption occurs;
3. Provide the prospective adoptive parents with a copy of the child's social summary and answer any questions the family may have;
4. Assist the prospective adoptive parents in determining their ability to meet the child's needs; and
5. Submit the Child Social Summary to the Regional SNAP Specialist for recruitment when no adoptive family has been identified for the child.

The Supervisor will:

1. Review the Child Social Summary and provide any necessary feedback.

## PRACTICE GUIDANCE

N/A

## FORMS AND TOOLS

[Tool 10. A: Child Social Summary](#)

<b>RELATED INFORMATION</b>
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N/A